

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Minorities Welfare Department – Scheme for Payment of Honorarium to Imams and Muazzins of Mosques in Andhra Pradesh – Guidelines – Issued.

MINORITIES WELFARE (IDM) DEPARTMENT

G.O.Ms.No.21

Dated: 8th June ,2016.
Read the following:-

1. From the Chief Executive Officer, A.P. State Waqf Board, Lr.No.41/L3/PH/I&M/2014.
2. From the Chief Executive Officer, A.P. State Waqf Board, Lr.No.20/Accts/APSWB/2015.

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ORDER:

Government have received several representations for payment of Honorarium/Incentive to the Imams and Muazzins of the non-income earning Masjids in the State of Andhra Pradesh.

2. The Chief Executive Officer, A.P. State Waqf Board, in the reference first read above has requested the Government for sanction of Grant-in-Aid for making payment of Honorarium to the Imams and Muazzins since the Waqf Board is not in a position to pay the same.

3. Government have decided to implement the scheme for payment of Honorarium to the selected Imams and Muazzins of the non-income earning Masjids at the rate of Rs.5000/- and Rs.3000/- per month respectively, in the State of Andhra Pradesh from the Waqf fund and hereby direct the Andhra Pradesh State Waqf Board to take steps to increase the income of the Waqf Board to meet the above expenditure and decided to give Grant-in-Aid for the year 2016-17 to implement the Scheme and also to issue the following guidelines for payment of Honorarium to the selected Imams and Muazzins of the non-income earning Masjids at the rate of Rs.5000/- and Rs.3000/- per month respectively, in the State of Andhra Pradesh.

1.Instruction:

The scheme for payment of Honorarium to the selected Imams and Muazzins of the non-income earning Masjids in the State of Andhra Pradesh is intended to support the Andhra Pradesh State Waqf Board since the Board is not in a position to meet the expenditure. The Andhra Pradesh State Waqf Board shall take steps to strengthen the respective Waqf institutions to attain self-sufficiency to meet the expenditure.

(PTO)

2. Eligibility Criteria:

- (1) Pesh Imams and Muazzins who are rendering services in the Notified Masjids/ which are registered with the State Waqf Board only are eligible.
- (2) The respective managements i.e., Muthawalli/Management committee shall propose and certify the candidature of Imam & Muazzin.
- (3) They shall be natives of Andhra Pradesh State.
- (4) Persons, who belong to other states and are rendering service in the same masjid for not less than (3) years having proper identity proof shall also be eligible.
- (5) They shall be the residents of the local area where the masjid is situated.
- (6) They shall possess the following:
 - (i) Aadhar Card.
 - (ii) Address Proof (any one of the following)
 - (a) Household supply card
 - (b) Indian Passport
 - (c) Driving licence
- (7) Pesh Imams and Muazzins working in the masjid having net income are not eligible for the scheme.
- (8) They should be full time service renderers of the Masjids. Part time or performing the services for one or two prayers a day or performing special prayers during festivals, Eids etc are not eligible under the scheme.
- (9) One Imam/One Muazzin alone shall be eligible from each Masjid. If there are two or more similarly eligible Pesh Imam or Muazzin existing in a Masjid, the senior most Pesh Imam or Muazzin will be eligible for this Honorarium.
- (10) They shall possess all such qualifications as required to be held for the posts of Pesh Imam and Muazzins.

3. APPLICATIONS FOR SANCTIONING & PROCESSING:

The Muthawallies /Managing Committees of Masjids having no net income will submit the applications along with full details with regard to the Imam & Muazzin who are working in their respective masjids and Bank Account details of Masjid, to the respective District Minority Welfare Officers or District Waqf Inspector Auditor concerned. The Chief Executive Officer, A.P. State Waqf Board, may designate either of the two officers in each District for this purpose.

The District Minority Welfare Officer/District Waqf Inspector Auditor will examine each and every application and verify its genuineness. If necessary, a field enquiry/hearing may be conducted by suitable field officials. The District Minority Welfare Officer/District Waqf Inspector Auditor will compile the list of working eligible Pesh Imams and Muazzins.

The District Minority Welfare Officer/District Waqf Inspector Auditor will prepare separate list of valid applications of Masjids and forward the same to the Chief Executive Officer, A.P. State Waqf Board.

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4. SCREENING COMMITTEE:

The Application Forms so received will be screened by a Screening Committee consisting of Deputy Secretary, Legal Officer and Accounts Officer of APSWB, appointed for the purpose by Waqf Board or by the Competent Authority. If required, the Committee may call the applicants for personal interview at Board's office. No travelling, boarding or lodging charges will be reimbursed by the Board in this regard.

The Selection committee will submit the list of Shortlisted persons to the Chief Executive Officer, A.P. State Waqf Board. The Chief Executive Officer reserves the right to short list or limit the applicants basing on the availability of funds for the purpose strictly basing on the seniority list submitted by the screening committee and same will be placed before the Competent Authority/Board and Honorarium will be paid to selected Masjids with the approval of the Competent Authority/Waqf Board.

5. PAYMENT PROCESS:

The Office of the A.P. State Waqf Board, after short listing the applications basing on the funds available, will prepare the database of Pesh Imams and Muazzins of the Andhra Pradesh State and preserve the applications for future reference for effecting payment of Honorarium.

Finally, it will be distributed to each Pesh Imam and Muazzins on the Bank Account of the MASJID Management through Electronic Clearance System from the end of the A.P. State Waqf Board. The Honorarium will be credited in the Bank Account of Masjid and will be released under proper acquittance for the time being, till the process as mentioned in immediate next para is operationalised.

The Chief Executive Officer, A.P. State Waqf Board is further instructed to work out a solution for online payment through NPCA taking biometric authentication and this shall be made operational within next one month.

6. OTHER CONDITIONS:

- (1) The entitlement is not against any regular post but purely honorary in addition to their salaries being paid by the Masjid Committee.
- (2) The beneficiary shall understand that this honorarium is liable to be forfeited if he takes up part time/full time employment in more than one Masjid.
- (3) Honorarium sanctioned is not transferable. If it is found to be transferred or some other person is drawing the amount without any valid reasons, the Chief Executive Officer, A.P. State Waqf Board, reserves the right to cancel the sanction and to initiate penal action against the beneficiary and the person illegally drawing the honorarium. The amount drawn illegally would be recovered with penal interest.
- (4) If any President/Secretary/Mutawalli wrongly certifies any Pesh Imam or Muazzin working with their Masjid, such President/Secretary/Muthawalli will be personally held responsible for the lapse and appropriate penal and criminal action will be initiated against him.

(Contd..04)

5. The above guidelines for implementing the scheme of payment of Honorarium to the selected Imams and Muazzins of the non-income earning Masjids at the rate of Rs.5000/- and Rs.3000/- per month respectively, in the State of Andhra Pradesh shall be adhered without any deviation within the budget provision allocated prospectively.

6. The Commissioner, Minorities Welfare, Hyderabad and the Chief Executive Officer, Andhra Pradesh State Waqf Board shall take necessary further action accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**Dr. VIJAY KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Chairman, A.P. State Waqf Board. (or)

The Competent Authority, Andhra Pradesh Waqf Board.

The Commissioner, Minorities Welfare, A.P., Hyderabad

The Chief Executive Officer, Andhra Pradesh Waqf Board.

All the District Collectors in the State of Andhra Pradesh.

All the District Minority Welfare Officers in the State of
Andhra Pradesh.

Copy to:

The P.S. to Secretary to Chief Minister,

The OSD to Hon'ble Minister.

The Director of Treasuries and Accounts, A.P., Hyderabad.

The Pay and Accounts Officers, Andhra Pradesh, Hyderabad.

The Finance (FMU-Welfare-I) Department,
A.P. Secretariat, Hyderabad.

The P.A. to Principal Secretary, Minorities Welfare Department.

Sc/Sf.

// FORWARDED :: BY ORDER //

SECTION OFFICER